

Marvwood University Health & Safety Committee Minutes

Place: **Liguori Conference Room 1 – Lower Campus Safety Walk**

Date: 09/02/2014 Time: 9:00 AM

Present: Molly Baron, Deanne Garver, Nancy Gibbons, David Isgan, Mike Kondrat, Cheryl Kosydar, Mike Finegan, Laurie Munley, Mary Reggie, Deb Wardach, Linda McDade, Myron Marcinek

Guests: Jon Barzensky (Chartwells), Mike Baltrusaitus (Cocciardi and Associates), Anthony Terrinoni (Global Risk Management)

<u>Agenda Item</u>	<u>Discussion</u>	<u>Recommendations/Actions</u>
1. Meeting opened	9:00 AM	
2. Minutes reviewed / approved	July Minutes Approved – Michael Kondrat, Myron Marcinek	
3. Old Business	<ul style="list-style-type: none"> • Emergency Guides • Sidewalk snow and ice protection • Red Bag Kits • Campus AED’s List • Swartz Patio refinish (revisited) • Campus Power Outage – Battery pack for generators • Safety Website • Handrail request – sidewalk behind Visual Arts Bldg SOA • Elevator 7 in LAC – emergency phone • Campus safety personnel ability to lift/carry/drag a person to safety in the event of an emergency evacuation • Footbaths in public restrooms 	<ul style="list-style-type: none"> • Ongoing - Mike Baltrusaitus submitted to Pat Dunleavy for review by Cabinet • Ongoing – address again late summer • Ongoing - Mike Baltrusaitus drafted Exposure Control Plan. Under review by affected departments • Ongoing – Mike Baltrusaitus compiling list of AED’s, then policy, to review next month where additional may be needed • Ongoing - Myron Marcinek – investigating in-house repair • Ongoing -Myron Marcinek – Myron asked committee to explore the possibility of a Safety Budget being set up • Ongoing – Molly Baron and Mike Baltrusaitus. • Closed – New walkway installed • Closed – Myron Marcinek stated elevator is grandfathered and OK to pass inspections with only Emergency Buzzer • Closed - Mike Finegan reviewed job description, Mike Baltrusaitis indicated the requirements are implied in the job description • Molly Baron , Myron Marcinek – to explore cost of lower sink, hazards, etc.
4. New Business	<ul style="list-style-type: none"> • Linda McDade asked for committee recommendation on stocking Epi-Pens on campus • Dave Isgan reported Dean Zauhar inquired about the 1st floor classroom doors in LAC and the ability to lock down in an emergency • Request for Work Place accident reports from Wendy Yankelitis 	<ul style="list-style-type: none"> • Linda McDade to research other campus policies, cost, and present findings to committee • Myron Marcinek mentioned Key Policy, Mike Baltrusaitis to review options • Molly Baron to provide
5. Fire drill	<ul style="list-style-type: none"> • August fire drill 	<ul style="list-style-type: none"> • Mike Finegan to provide update on August fire drill - Mike Baltrusaitis and Mike Finegan to review list of buildings and fire drill schedule
6. Review of accident/incident records	<ul style="list-style-type: none"> • August incidents reviewed – Molly Baron 	<ul style="list-style-type: none"> • 3 incidents – 1 recordable
7. Next meeting /agenda / inspection	<ul style="list-style-type: none"> • Tuesday, October 7, 9:00 a.m. 	<ul style="list-style-type: none"> • LRC – Media Center – Room 274
8. Open forum	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •
9. Adjournment	9:50 Cheryl Kosydar, Deb Wardach	
10. Committee Building Inspection	<ul style="list-style-type: none"> • Lower Campus Safety Walk (outdoors) • August Committee Inspection-Upper Campus follow-up 	<ul style="list-style-type: none"> • Inspection attendees: Mike Baltrusaitis, Dave Isgan, Mary Reggie, Cheryl Kosydar, Molly Baron • Work Orders submitted- Mike Baltrusaitis